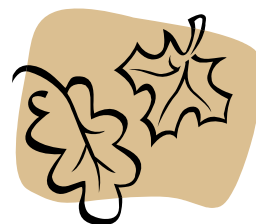


# Training Bulletin

Issue 6  
September 2009



Welcome to the latest issue of our Training Bulletin which details core courses from now until March 2010.

Hopefully all of you interested in attending an award-bearing course running at Perth College or an SVQ course will have by now been in touch with either Perth College or myself. Perth College have been hosting a series of meetings /enrolment evenings for the courses which they will be running including HNC Modules, Scottish Progression Award and PDA Childhood Practice (previously known as PDA Childcare and Education), however if you have not attended one of these meetings but would still like to undertake a course, please contact **Allison Graf at Perth College on 01738 877620** as soon as possible.

In the meantime, as always, we value your feedback and comments on the Newsletter and how we can improve future editions.

Please contact us by e-mail at [childcare@perthgrammar.pkc.sch.uk](mailto:childcare@perthgrammar.pkc.sch.uk) or call the number given below. We look forward to hearing from you

**Helen Smout**  
Childcare Manager

For further information please contact:  
Community Wing  
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Tel: 01738 472350  
Email: [Childcare@perthgrammar.pkc.sch.uk](mailto:Childcare@perthgrammar.pkc.sch.uk)

## Infection Control Training

With continued concern over the spread of the Influenza A/H1N1 virus, it is more important than ever that staff are up-to-date on the latest infection control good practice and dates for forthcoming courses are detailed on the back pages of this bulletin.

The Care Commission has recently written to all Childcare Providers to remind them of the routes for information on the current flu outbreak, however these are also great sources of general information on good hygiene and infection control practice which settings should be engaged in even if there is no evidence of flu amongst users or staff. Helpful information can be accessed from:

Health Protection Scotland website: [www.hps.scot.nhs.uk](http://www.hps.scot.nhs.uk)

Scottish Government website:  
<http://www.scotland.gov.uk/Topics/Health/health/AvianInfluenza/mexicanswiuneflu>

Perth and Kinross Council also provide information for service providers on their website,  
<http://www.pkc.gov.uk/Council+and+government/Council+information+performance+and+statistics/Media+area/Swine+influenza.htm>



Education &  
Children's Services

**ILA Scotland is a Scottish Government scheme that helps you pay for learning that you can do at a time, place, pace and in a way to suit you.**



If you are over 18 and, as an individual, earn £22,000 a year or less, you could get £200 a year towards the cost of any learning and up to £500 towards the cost of a higher education course where you are undertaking a minimum of 40 credits per year.

To apply for an account with ILA Scotland, simply call free on **0808 100 1090** to request an Application Pack or visit their website at [www.ilascotland.org.uk](http://www.ilascotland.org.uk).

Complete the application form and return it in the pre-paid envelope that will be supplied in the pack.

Once your account has been set up, you will be sent a Welcome Pack to tell you more about how to use your account and the doors it can open for you.

Remember, before you book an award-bearing course you must have received your ILA Scotland account card and account number which will be in the Welcome Pack sent to you.

**Perth College will not enrol you onto a course until you have received your ILA, so please do not delay – apply today!!**

### **Food Hygiene Distance Learning available to Childminders only (CST 153)**

Following the success of the distance learning Food Hygiene course, we have decided to offer a further 15 places in the period Aug 2009 – March 2010.

This is a self study course, where the books are sent directly to your home for you to study at your own pace. Approximately six weeks after the books are sent out, you must attend a 40 minute multiple choice exam.

These places will be offered on a first come first served basis. To book your place, please phone the admin team on 01738 472350 and submit a CC1R.

**Please note that a cancellation fee of £45 will be charged to candidates failing to show for an exam**

The Perth and Kinross Parenting Strategy recognises the importance of ongoing professional development of those providing support and information to parents. Through the development of the Strategy a number of training areas were identified as a priority. In line with this the following training opportunities are available to all practitioners involved in delivering services to parents and carers:

**Talking Heads – Friday 30 October 2009, 9:30am – 3:30pm, Perth Grammar Community Wing.**

Participants will gain an understanding of using Talking Heads resources, specifically Kids Talk! and Parent talk! Both resources have been purchased by the Childcare Strategy Team and will be available for practitioners to borrow.

**Community Engagement – 10 November 2009, 9:30am – 4pm, Perth Grammar Community Wing.**

Participants will gain an understanding of Community Engagement including why it is important, the challenges and tools for engaging.

**To book a place on either of the above courses, please contact Childcare Strategy Team on 01738 472350 or email [parenting@perthgrammar.pkc.sch.uk](mailto:parenting@perthgrammar.pkc.sch.uk)**

**Handling Children's Behaviour – 9 & 10 December 2009, 9:30am – 4pm, Perth Grammar Community Wing.**

**Handling Teenage Behaviour – 16 & 17 February 2010, 9:30am – 4pm, Perth Grammar Community Wing.**

Participants will gain an understanding of using the Handling Children's / Teenage Behaviour and will be trained to facilitate this group work programme.

**To book a place please contact Perth and Kinross Council's Training and Development Unit on 01738 476277 / 476345 / 476359.**

We are also organising training in the following areas and information will be confirmed as soon as is available:

- Work with Fathers
- Working with families affected by Substance Misuse
- Working with families affected by Domestic Abuse
- Working with families affected by Offending

# TRAINING SESSIONS August 2009 - March 2010

COURSE CODE	DATE	TITLE	TIME	PRESENTER	VENUE
CST 136	21 & 28 September 2009 <i>Closing Date 14 September</i>	First Aid <i>Both sessions must be attended</i>	6.45pm – 9.45pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 131	24 September & 1 October 2009 <i>Closing Date 9 September</i>	Nature Kindergartens <i>Both sessions must be attended</i>	6.30pm – 9.30pm	Children in Scotland	Community Wing Perth Grammar
CST 135	28 September 2009 <i>Closing Date 14 September</i>	Unraveling Participation	9.30am – 4.30pm	Children in Scotland	Community Wing Perth Grammar
CST 137	30 September 2009 <i>Closing Date 15 September</i>	Food Hygiene	9.30am – 4.30pm	Scottish Meat Training	Scottish Meat Training, Needless Road, Perth
CST 154	19 October 2009 <i>Closing Date 5 October</i>	Child Protection Session 1	6.30pm – 9.30pm	Shona O'Connor	Community Wing Perth Grammar
CST 138	20 October 2009 <i>Closing Date 5 October</i>	First Aid	9.30am – 4.30pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 139	3 November 2009 <i>Closing Date 19 October</i>	Food Hygiene	9.30am – 4.30pm	Scottish Meat Training	Scottish Meat Training, Needless Road, Perth
CST 140	9 November 2009 <i>Closing Date 26 October</i>	<b>New</b> Child Protection Session 2 <i>Attend session if you have previously attended Child Protection Training</i>	6.30pm – 9.30pm	Shona O'Connor	Community Wing Perth Grammar
CST 141	12 November 2009 <i>Closing Date 29 October</i>	Infection Control	7pm – 9pm	Perth College	Community Wing Perth Grammar
CST 142	27 November 2009 <i>Closing Date 12 November</i>	First Aid	9.30am – 4.30pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 143	6 January 2010 <i>Closing Date 18 December</i>	Child Protection Session 1	6.30pm – 9.30pm	Shona O'Connor	Community Wing Perth Grammar
CST 144	21 & 28 January 2010 <i>Closing Date 6 January</i>	First Aid <i>Both sessions must be attended</i>	6.45pm – 9.45pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 145	4 February 2010 <i>Closing Date 20 January</i>	Infection Control	7pm – 9pm	Perth College	Community Wing Perth Grammar
CST 146	9 February 2010 <i>Closing Date 25 January</i>	Food Hygiene	9.30am – 4.30pm	Scottish Meat Training	Scottish Meat Training, Needless Road, Perth
CST 147	10 February 2010 <i>Closing Date 26 January</i>	<b>New</b> Child Protection Session 2 <i>Attend session if you have previously attended Child Protection Training</i>	6.30pm – 9.30pm	Shona O'Connor	Community Wing Perth Grammar

## TRAINING SESSIONS August 2009 - March 2010 (Continued)

COURSE CODE	DATE	TITLE	TIME	PRESENTER	VENUE
CST 148	19 February 2010 <i>Closing Date 4 February</i>	First Aid	9.30am – 4.30pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 149	8 March 2010 <i>Closing Date 22 February</i>	Food Hygiene	9.30am – 4.30pm	Scottish Meat Training	Scottish Meat Training, Needless Road, Perth
CST 150	17 March 2010 <i>Closing Date 2 March</i>	First Aid	9.30am – 4.30pm	St Andrews Ambulance Association	Community Wing Perth Grammar
CST 151	24 March 2010 <i>Closing Date 9 March</i>	Child Protection Session 1	6.30pm – 9.30pm	Shona O'Connor	Community Wing Perth Grammar
CST 152	29 March 2010 <i>Closing Date 15 March</i>	Infection Control	7pm – 9pm	Perth College	Community Wing Perth Grammar

***Please note that there is no fee for any of the following courses however a cancellation charge may be applicable (details below).***

**All CC1R forms MUST be sent to us by the closing date shown above.**

Please telephone the Childcare Strategy Team if you wish to book a provisional place.

Tel 01738 472350

E-mail [childcare@perthgrammar.pkc.sch.uk](mailto:childcare@perthgrammar.pkc.sch.uk)

***If you have requested and have been allocated a place on a First Aid Course or a Food Hygiene Course and fail to advise us of your cancellation within TWO FULL working days of the course date you will be recharged £45 for the cost of the course.***

Please note that we no longer keep waiting lists for courses. Only provisional bookings can now be taken over the phone, you must also submit the enclosed form, a CC1R to the Childcare Strategy Team for approval for each training course you wish to attend. Places will be allocated after the closing date whereby a letter will be sent out to confirm if you have been allocated a space or not. ***If you do not submit a CC1R form you will not be allocated a place on the desired course.*** Only once this form has been received and your application approved will you receive confirmation of your place on a course. This system will help us not only prioritise places but also track individual's CPD. Closing dates are detailed on the above training calendar.

If you are using the online booking system, there is no need to submit the above form as confirmation of your place is done through the CPD Co-ordinator, initially it is approved and only when it has been accepted by the Administrator should you attend so please regularly check your CPD Online home page.

**Completed forms can be faxed (01738 446871) or posted into the Community Wing, Perth Grammar School, Gowans Terrace, Perth PH1 5AZ.**